

The Planning Commission for the City of Junction City met on Wednesday, October 21, 2015 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Planning Commissioners, Jason Thiesfeld (Chair), Jack Sumner (Vice Chair), Jeff Haag, James Hukill, Stuart Holderby and Sandra Dunn; Planning Commission Alternates, Alicia Beymer, and Patricia Phelan; City Planner, Jordan Cogburn and; Planning Secretary Substitute, Gina Moore. **ABSENT:** Planning Commissioner, Ken Wells

I. OPEN MEETING AND REVIEW AGENDA

Chair Thiesfeld opened the meeting at 6:30 pm and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

None noted

III. PUBLIC COMMENT (FOR ITEMS NOT ALREADY ON THE AGENDA)

NONE

IV. A. GAMBEE FINAL PARTITION AND MODIFICATION REQUEST

Planner Cogburn reviewed the requested modification to the Gambee Final Partition (MP-15-01). The conditions of the final order have been met. Public Works Director Kaping was in agreement. Planner Cogburn requested direction from the Commission.

Commissioner Sumner asked if there were problems with access on this property.

Planner Cogburn responded as part of the easement, there was a statement that access could not be blocked.

Commissioner Sumner asked if the proposed access was intended to preserve the cedar tree and whether or not the tree was on City property.

Commissioner Beymer asked about the purpose of maintenance agreement.

Planner Cogburn answered the maintenance agreement was for the homeowners. It would be recorded with the final partition.

Commissioner Sumner asked if the City had agreed to a 20-foot wide driveway.

Planner Cogburn replied, yes, the driveway was 25-feet wide, 20 of which were paved. That was standard in the Municipal Code.

Commissioner Sumner asked if there was enough room for a fire truck to turn around.

Planner Cogburn responded that would be addressed at the time of development.

Motion: Commissioner Haag made a motion to approve with conditions as stated in the final order the Preliminary Partition for Tax Lot 403 of Assessor's Map 16-04-06-11, File # MP-15-01. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Holderby, and Sumner voted in favor.

V. DISCUSSION ITEMS A. PLANNING COMMISSION WORK PLAN REVIEW

Planner Cogburn reviewed the Planning Commission Work Plan Document with the Commission. He requested Commission direction on work plan items. The Planning Commission would like to review the work plan items as time permits. It was noted some items have been resolved.

Commissioner Haag asked about item #1308-D, The Commission and City Council had held joint work sessions in the past, was this allowed?

Planner Cogburn stated that he could research the municipal code.

Chair Thiesfeld stated that he would like to see a few of these items completed this winter as it was a slower time.

Chair Thiesfeld said he would like to tackle some of the items during the fall and winter. He suggested they complete the top two items, the sign regulations and zoning map inconsistencies, then re-rank the remaining work plan items, possibly looking at the sign code at the January, 2016 meeting.

Commissioner Hukill asked Planner Cogburn what item he would like to see addressed first.

Planner Cogburn suggested they schedule a work session. It would be helpful to have a Zoning chart listing each zoning district and standards of each. A review

of the sign regulations would be a great start. Also item #1310 currently the City did not contain regulations for Property Line Adjustments; the City currently followed State standards under the Oregon Revised Statutes.

Commissioner Hukill reiterated that items 1301 (sign regulations), 1306 (allow small scale retail in M1), and 1310 (property line adjustment) are the three that Planner Cogburn would suggest.

Commissioner Haag asked, item 1302D (Raintree Meadows park), was that something that could be done as a code text amendment.

Planner Cogburn stated that he would speak to the Community Services Director about it.

Chair Thiesfeld directed Staff to select a few work plan items that would not take a great deal of staff time and bring recommendations back to the Planning Commission.

VI. PLANNING REPORT

Planner Cogburn reviewed the October Planning Report.

Planner Cogburn stated a meeting was held with Grain Millers, Public Works, and ODOT. They discussed traffic on Highway 99. He also met with Lane County Engineers and they did not approve the plan but did tentatively approve another plan called a "pork chop" (all truck traffic forced to turn east onto Prairie Road).

The Mayor approved Patricia Phelan as a Planning Commission Alternate.

VII. COMMISSIONER COMMENTS

Commissioner Sumner asked if Planner Cogburn could provide fee schedule for permits.

VIII. ADJOURNMENT

Motion: Commissioner Sumner made a motion to adjourn the meeting. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Holderby, and Sumner voted in favor.

The meeting adjourned at 7:41 p.m.

The next regularly scheduled Planning Commission meeting would be Wednesday November 18, 2015 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Planning Commission Chair